

# Boonshoft School of Medicine Faculty Seed Grant

## Applicant Information

### Program Information

The Boonshoft School of Medicine Seed Grant (BFSG) program provides funding for research projects, particularly collaborative projects, which have the potential for scientific growth and impact. The BSG will fund investigators seeking to demonstrate proof of concept required to obtain extramural funding. Preference will be given to innovative start-up research projects for which pilot data funding may be difficult, but advantageous, to obtain.

The goal of the BFSG is to spark the growth of new research projects and collaborations at Wright State University to improve community health and/or patient care, as well as provide support to junior faculty. Seed grants will be awarded based on the perceived significance of the project, the scientific merits of the design, the need for financial start-up support, and the likelihood that study findings will translate into a subsequent proposal submission.

**Up to four Seed Grants will be awarded. The funding period for this BFSG program is January 1, 2024, through December 31, 2024.**

### Seed Grant Description

This one-year award supports research projects that fall into one of the following two categories:

- **Category A:** Collaboration between faculty from two separate BSOM departments to foster collaborations in different disciplines across the school. Existing or new collaborations are eligible. The PI and Co-PI should have the expertise needed to accomplish the proposed project. The award supports the collection of preliminary data and/or feasibility studies to increase the quality and competitiveness of subsequent proposal submission(s). An explicit strategy for securing external funding at the close of the one-year seed grant period is required.
- **Category B:** Collaboration between an unfunded investigator and a WSU-funded investigator who is serving in a mentoring role to the unfunded investigator. The award supports the collection of preliminary data and/or feasibility studies to increase the quality and competitiveness of subsequent proposal submission(s). An explicit strategy for securing external funding by the unfunded investigator at the close of the one-year seed grant period is required.  
Unfunded is defined as not having had federal, state, or private foundation funding  $\geq$  \$25,000 for the past 12 months. The funded collaborator(s) must have documented NIH or NSF (or equivalent) funding of  $\geq$  \$100,000 for one or more projects within the past five years. Collaborators may or may not be from the same department as the PI applicant, but the funded collaborators must have expertise relevant to the research project proposed by the PI applicant.

Up to 4 proposals will be selected for funding, together totaling a maximum of \$50,000 (up to \$12,500 per award). Departments of applicants are requested to provide cost-share funding of \$2500 per department, so that the total budget for funded projects can be up to \$17,500.

## Eligibility Criteria

- Investigators who have received a Boonshoft School of Medicine Seed Grant in the preceding 2 years are not eligible to submit a proposal as a Principal Investigator (PI).
- Each applicant may submit only one proposal as a PI. A mentor may not serve on more than two separate applications.

## Deadlines

The full proposal deadline is **Monday, October 16, 2023, 5:00 p.m. EST**. No additional applications or application materials will be considered past this deadline. Award notifications will occur no later than November 15, 2023.

## Proposal Preparation Instructions

All proposals should be single-spaced, one-sided with 1-inch margins and use 11-point Arial font. All pages after the cover page should be numbered consecutively throughout the application. Proposals must include the following:

- *Cover Page*:
  - The cover page should be prepared using the template provided and include the contact information for the PI and Co-PI(s)/Co-I(s), the project title, and required signatures.
- *Abstract*: No more than 150 words.
- *Specific Aims*: 1 page single-spaced page.
  - The Specific Aims page functions as a master plan for the research proposal and ideally convinces the reader that the research is important. The Specific Aims page should be a succinct statement of the question(s) to be addressed in the proposal, and the strategy that will be used to answer the question(s) by the end of the project. The page should allow a non-expert to gain a basic understanding of the problem, comprehend how the research methods proposed can address the problem, and see that the investigator(s) have the capability of successfully completing the project.
- *Project Description*: No more than 3 single-spaced pages.

Project descriptions should outline the Significance and Innovation of the proposed research, and a description of the experimental approach.

  - Significance and innovation: Why is this research needed/important (background of problem)? How will this move the field forward? How will this advance our understanding of population or health-related phenomena? This section should discuss both the significance of the larger research agenda and the contribution of the seed grant project. Clearly explain why the activities to be conducted under this seed grant are essential for making an effective case for external funding and why the activities are unlikely to take place if not funded through a seed grant.
  - Approach: Describe the overall research design, including data to be collected, measures, and methods of analysis, that will accomplish the aims of the project. The methods to be used in the activities conducted under the seed grant should be described in sufficient detail to be evaluated by a scientifically literate reviewer outside the project area. You may also want to outline the proposed methods for the larger project that will be supported by the seed grant.

- Mentoring plans: (for Category B) Justify the choice of mentor(s) (e.g. scientific expertise, experience successfully applying for external funding), and describe the commitment of the mentor(s) to the project (e.g. obligations mentor(s) is prepared to assume, mechanisms through which the mentor(s) will provide input and assistance, etc.).
- *Budget and Budget Justification:* No more than 1 single-spaced page.
  - The detailed budget and budget justification should clearly state how seed grant funds will be used to execute the project aims. The Research Committee can fund up to \$12,500 for the project, and departments of the collaborators are requested to provide \$2500 in cost-share funds. Projects with collaborators from two departments that both provide \$2500 cost-share funds may have total budgets up to \$17,500. These one-year budgets may support research expenses (supplies, subject recruitment) and support for students. Involving medical students in research is highly encouraged. Summer faculty salaries and capital equipment will not be allowed. Cost-share funds must support direct research expenses, not faculty efforts. The budget justification narrative should be a brief explanation of each cost and its role in the project, and any detailed pricing. Also include why funding from other sources is not readily available for the proposed research or why preliminary data is needed for an extramural grant submission.
- *Strategy for Future Funding:* No more than 1 single-spaced page.
  - The proposal should provide an explicit strategy for securing external funding at the close of the seed grant period. Applicants are encouraged to identify potential Funding Opportunity Announcements being considered. Subsequent application for external funding is expected within one year of the award period.
  - Identify Potential Sources of External Funding: These should be agencies with known priority for funding your type of research. Note that in the review process, proposals regarded as having the best potential for securing future external funding will be favored.
  - Specify type of funding mechanism (e.g. NIH R01).
  - Proposed timeline for submitting application(s).
  - Fit with Mission of Funding Agency: In a brief paragraph, explain how the proposed research falls within the scientific mission of the targeted funding agency.
- *References:* No page limit.
  - References should be listed in an accepted journal format.
- *Curriculum Vitae/Biosketch:* No page limit.
  - Required for Principal Investigator, Co-Principal Investigators, and Co-Investigators. Please use current NIH biosketch [format](#). Note the link on the right side of the linked page for samples and instructions.
- *Letter of Support from Department Chair(s):* No page limit. Cost-share funding that will be provided should be discussed. If no cost-share will be provided, the reason for this should be described.
- *Letter of Agreement:* No page limit.
  - Category A: Required for all Co-Principal Investigators, and Co-Investigators. Roles of the collaborating investigators should be specified.
  - Category B: Required from mentor. Roles of the mentor/mentee should be described.

## Application Submission Instructions

Applications are required to be submitted through REDCap. Click [here](#) to submit your application. The proposal should be compiled into one single PDF. If you have difficulties submitting your application, please contact Mary Crane, at [mary.crane@wright.edu](mailto:mary.crane@wright.edu), as soon as possible.

## Review Process

The Research Committee will review all applications.

- Criteria for review include:
  - Scientific contribution of the proposed research.
  - Appropriateness of Specific Aims
  - Strength of research design.
  - Prospects of success for external funding, including fit with funder and strength of scientific contribution; projects that have the potential for successful applications to external agencies will be prioritized.
  - Clearly articulated need for seed funding and merits of the budget justification.
  - Submissions from junior faculty will be prioritized.
  - If the applicant has previously received a seed grant, past seed grant performance will be considered (publications, presentations, applications for external funding).

## Post-Award Process

Funding will not be dispersed until the project has received IRB approval if required, or all on the project have been added to an existing IRB-approved project. Note, all CITI training and the Cayuse COI must be completed before IRB submission.

The funding period for seed grants is **January 1, 2024 through December 31, 2024**. Seed Grant Investigators will be responsible for fiscal oversight of their project. Expenditures must follow the approved budget.

## Reporting Requirements Post-Award

A brief report is due six months after the award start date which should include results of work to date toward the proposed work. A final thorough report is due 60 days after the end of the award date and should include results from the proposed work and information on its use for publication or as preliminary data in a grant application to another granting agency. Please indicate the significance and future impact of the results of your study. If investigators were unable to complete the stated goals of the project, the final report should describe the challenges encountered in achieving the project aims.

## Questions Regarding Applications

For questions relating to application guidelines and/or programmatic activities, please contact the Office of Research Affairs at [research.affairs@wright.edu](mailto:research.affairs@wright.edu), Mary Crane ([mary.crane@wright.edu](mailto:mary.crane@wright.edu)), or Dr. Paul Hershberger at [paul.hershberger@wright.edu](mailto:paul.hershberger@wright.edu).



### **Previously Successful Applications**

Examples of successful seed grant applications from the 2022-23 award cycle can be requested through email from the Office of Research Affairs at [research.affairs@wright.edu](mailto:research.affairs@wright.edu).

**Good luck! We welcome the opportunity to invest in your research.**